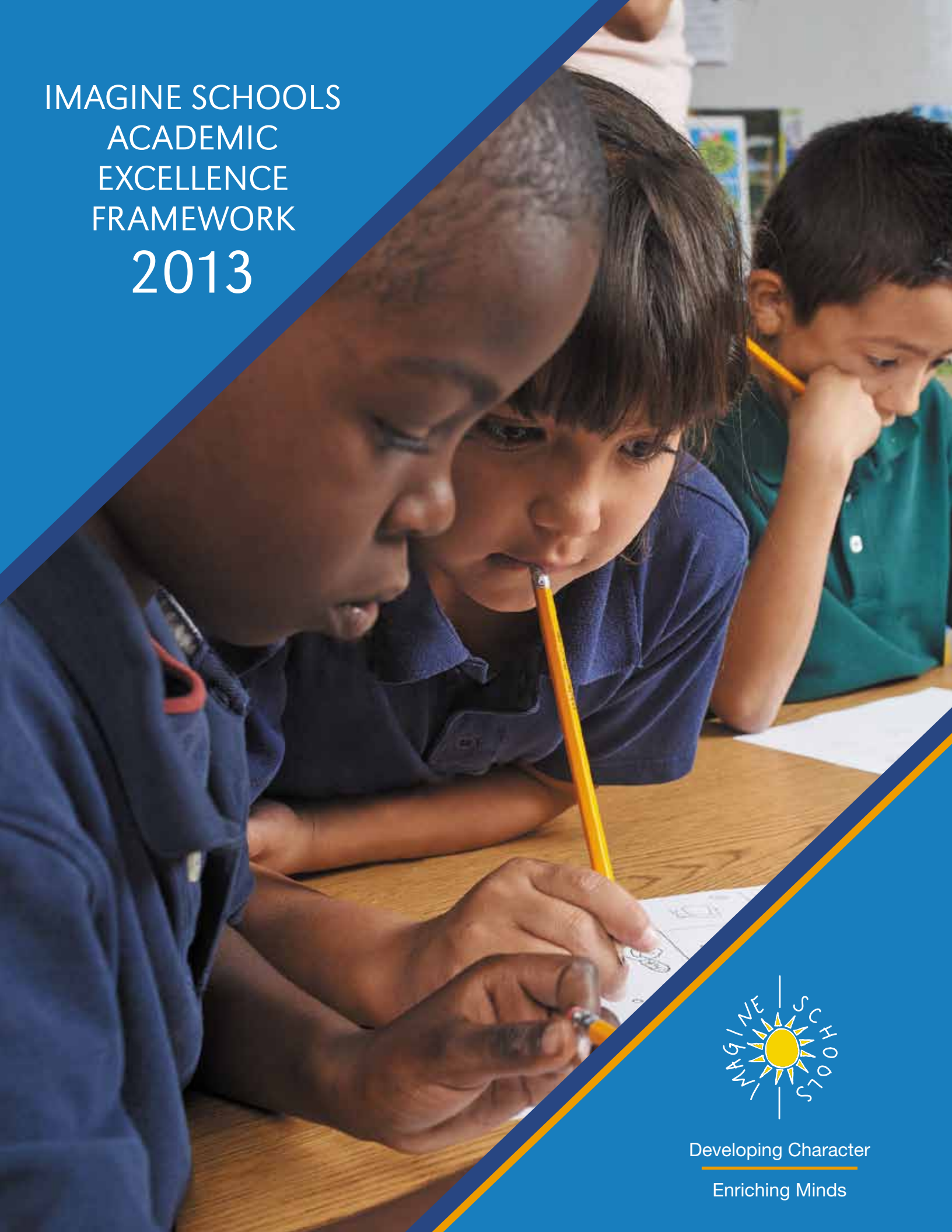
IMAGINE SCHOOLS ACADEMIC EXCELLENCE FRAMEWORK 2013



Developing Character

Enriching Minds

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IMAGINE SCHOOLS VISION, MISSION, AND GOALS

Vision Statement

Imagine Schools' vision is for every student to reach his or her full potential and discover the pathways for lifelong success.

Mission Statement

As a national family of public charter school campuses, Imagine Schools partners with parents and guardians in the education of their children by providing high quality schools that prepare students for lives of leadership, accomplishment, and exemplary character.

Visionary Academic Goals

Imagine Schools aims for every student to gain more than one year's growth during the academic year. We also strive for all students who enter Imagine Schools below grade level to attain grade level proficiency within three years or less. Those at or above grade level will be challenged to soar beyond expectations.



WE BELIEVE

How will you love students and colleagues today? **Develop Character.**

How will you help students grow today? **Enrich Minds.**

Those two questions drive the Imagine Schools Academic Excellence Plan. **Being passionate every day about accelerating student growth is essential to helping each child reach his or her full potential.**

Students of all races, incomes, and life challenges deserve the best from us. We love each student uniquely and individually. Most importantly, we believe that every student can succeed. We embark on this work not because it is easy but because it is essential. Parents come to Imagine Schools to find a better alternative. They seek personalized education that will build upon each child's strengths and address areas of weakness. **At Imagine Schools, we believe that the level at which a student starts academically does not dictate what he or she ultimately can achieve.**

PURPOSE

This plan for stronger academic growth is the roadmap that Imagine will follow and embrace at every level of the organization. Setting high expectations for every student means setting high expectations for every Imagine person at each campus, regional office, and national office. This effort will require increased focus, collaboration, innovation, and accountability.

WHO WILL IMPLEMENT AND MONITOR THIS ACADEMIC EXCELLENCE FRAMEWORK?

"Being present, Being visible, and Being involved"

The Academic Excellence Framework on the following pages provides the expectations, outcomes, and assessment tools necessary to attain our vision, mission, and visionary academic goals. This effort will require increased focus, collaboration, innovation, and accountability. We believe that this Framework enables us to begin this journey towards academic excellence.

We at Imagine want all of our students to succeed, but we can only make a lasting difference if we focus on specific strategies for excellence. School action planning is the process through which schools set goals for improvement, strategies for success, professional development for teacher effectiveness, and progress monitoring to determine achievement of goals. A plan, which will be referred to as the School Excellence Plan (or may exist at a school as the School Improvement Plan or School Performance Plan) provides a road map that delineates the steps a school needs to follow in order to achieve academic excellence. Only one plan is necessary as a mechanism to hold ourselves accountable. As part of the Academic Excellence Framework, this plan will be referred to as the School Excellence Plan. When we reference School Excellence Plans, we are referencing School Improvement Plans or School Performance Plans, not an additional plan or template. All stakeholders within the Framework will work together to develop and monitor their plan. This collaborative team will strengthen a school's existing plan or assist them in developing one.

Our School of Excellence Program Review rubric holds regional and school leaders accountable to carry out the Framework and the School Excellence Plan. Leadership at all levels of this organization must assume equal responsibility for the success of the Framework and implementation of the School Excellence Plan.



School Leaders

As instructional leaders, Imagine school leaders provide guidance and coordination of the Imagine Schools Academic Excellence Framework. Successful implementation of the Framework requires school leaders to:

- Establish a School Excellence Plan that aligns with the Framework. This plan drives all strategic actions and is an evaluation tool to ensure that the school achieves the goals articulated in the School Excellence Plan. All stakeholders should be involved in the creation of the School Excellence Plan.
- Embed the Framework into the culture of each Imagine school. This includes holding meetings, providing communication, and initiating learning activities that promote the Framework.
- Establish planning tools, such as a master schedule, that allow for common planning time, common assessments, and professional learning and practice, as well as provide for progress monitoring and cohesiveness.
- Support and monitor teacher effectiveness through being present, visible, and involved. Classroom observations and immediate effective feedback, coaching, and mentoring occupy a large portion of the school leader's day. A clearly defined commitment to instructional leadership is imperative if the school leadership is to be effective.

Regional Leaders

Imagine regional leaders and staff work with their schools to ensure that the expectations and elements of the Framework are implemented consistently and with fidelity. Regional leaders must:

- Review the School Excellence Plan in collaboration with school leadership and with the National Academic Team. The regional leader confirms the quality of the plan and signs off once verified.
- Visit classrooms to ensure that effective instructional practices are taking place.
- Analyze data from standardized tests, benchmark testing and state tests to assist in setting school and region goals and to support quality instructional practices.
- Provide feedback throughout the year on the quality of the Imagine Schools Academic Excellence Framework implementation as well as areas for improvement.
- Provide mentoring, coaching, and support to school leaders.
- Ensure that appropriate, aligned professional development is being offered to build greater capacity within the instructional staff.
- Communicate with staff members to ensure that the Imagine philosophy permeates the school culture.
- Develop a schedule of performance meetings with each school leader throughout the year leading to a final evaluation.

Executive Vice Presidents

Executive Vice Presidents will provide support and connections to implement the Imagine Schools Academic Excellence Framework as well as:

- Monitor the outcomes of their regions and schools to ensure that the leaders under their supervision are fulfilling or exceeding expectations.
- Develop clear, frequent, and transparent lines of communication.
- Align all responsibilities of leadership, including economics and operations, to the academic purpose of this Framework.
- Review School Excellence Plans while in development to ensure there is a strong focus on academic excellence.
- Monitor progress of School Excellence Plans through monthly national call reporting.
- Review the School Excellence Plan at the end of the school year to evaluate achievement of goals by each school and each region.



JOY AT WORK IN DECISION MAKING

"The most important character traits of a leader are humility; the willingness to give up power; courage; integrity; and love and passion for the people, values, and mission of the organization."

Dennis Bakke

One of the most powerful things human beings do is make decisions. We experience joy when we are able to use our skills and talents to make decisions that positively affect both ourselves and our communities. It is the quality of the decisions we make and of those made for us that determines the success of our endeavors and the nature of life we experience. Imagines' decision-making approach, central to creating a Joy at Work environment, puts major emphasis on getting advice from colleagues and leaders. Depending on the nature of the decision, Imagine encourages individuals to seek input from those who are most knowledgeable about the area. We also believe it is important to seek advice from those who have different perspectives and may not agree with the appointed decision maker. This advice process is a way to educate yourself on an issue that affects you and your colleagues. The more broadly you reach out for advice, the better the decision you are likely to make. Given the importance of decisions, and given the numerous complex decisions made in schools each day, the Imagine Framework is designed to structure, simplify, and prioritize decision making so that school leaders, teachers, students, parents, and boards can make the best possible choices to optimize teaching and learning.

CYCLE OF DECISION MAKING FOR EACH STAKEHOLDER

ESTABLISH

Laying the foundation for the goals you want to attain and developing the path to reach those goals.

ENGAGE

Employing your resources and taking the necessary steps to execute your plan.

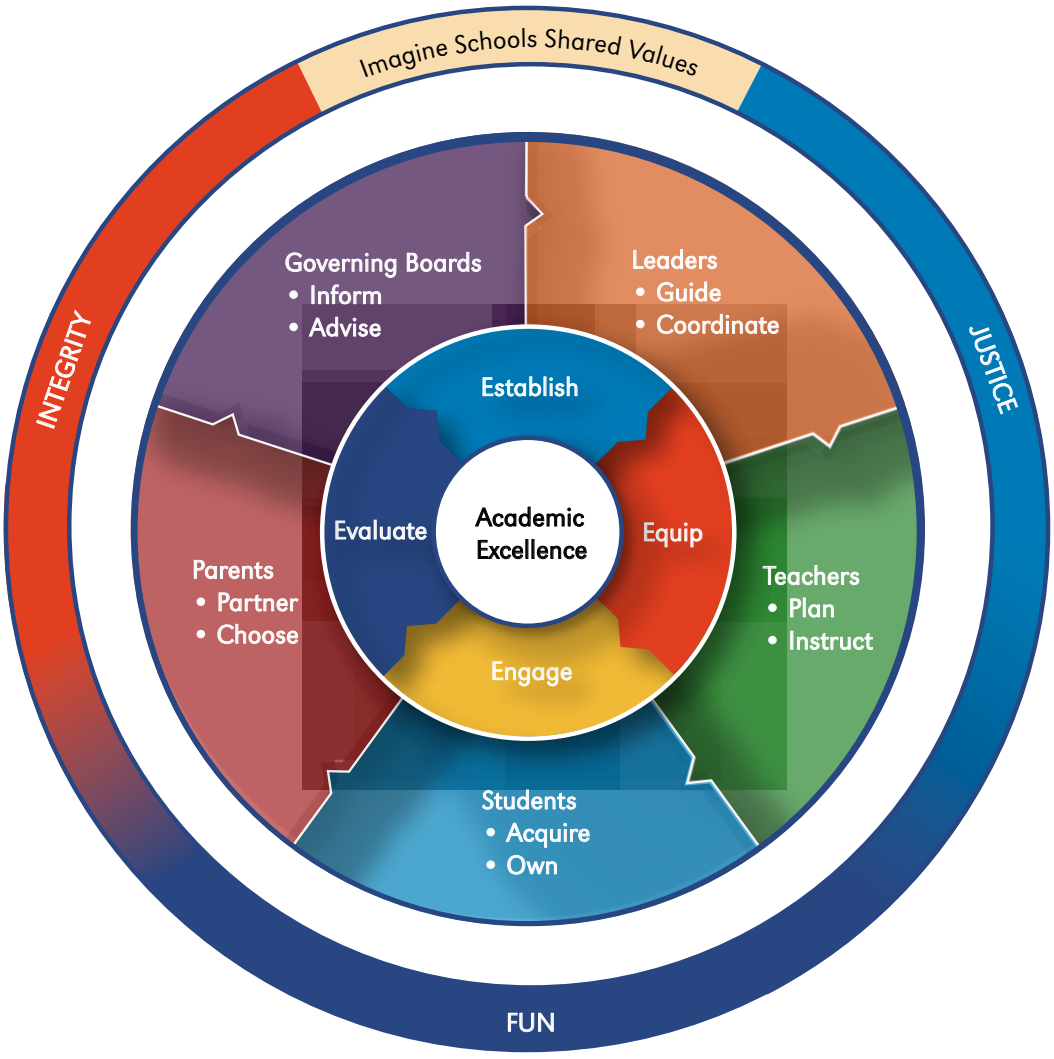
EQUIP

Obtaining the resources (knowledge, strategies, relationships, capital, technology) you need to accomplish your goals.

EVALUATE

Assessing the outcomes and taking stock of the effectiveness of your plan in accomplishing your goals.

The Imagine Schools Academic Excellence Framework™
Developing Character | Enriching Minds



IMAGINE SCHOOLS LEADERS

guide and coordinate a school culture of positive character development and academic growth.





Strong instructional leadership ability and an emotional commitment to the vision of a successful Imagine School are essential characteristics of an Imagine leader. Successful leaders demonstrate the Shared Values and serve as role models for the school staff, students, and parents. They exhibit a true sense of caring for the staff as professionals and people and for each individual student. Successful school leaders have the ability to lead a school (as opposed to manage it) and have well-developed communication skills. They value student achievement results, high-quality instruction, consistent parent engagement, and a positive school culture. The leaders are recognized by the staff for their educational experience and knowledge. Leaders are considered an excellent source of advice, both for making improvements in the classroom and for moving forward the work of task forces. These leaders have high expectations for themselves, the school, the staff, and the students. There is a high level of open and honest communication between the school leader and all stakeholders.

GUIDE

ESTABLISH

Develop a shared vision and mission for the school.

EQUIP

Secure resources to develop a strategic plan with vision and mission priorities.

ENGAGE

Communicate vision and mission continuously.

EVALUATE

Focus on the school's attention to its vision, mission, and goals.

COORDINATE

ESTABLISH

Promote a culture of high expectations.

EQUIP

Use data and differentiated strategies to support student learning.

ENGAGE

Improve the quality of teaching to accelerate student academic performance.

EVALUATE

Reflect to assess whether a culture of high expectations has been created and maintained.

IMAGINE LEADERS GUIDE THE SCHOOL VISION AND MISSION

ESTABLISH

Develop a shared vision and mission for the school.

Imagine leaders collaboratively formulate a powerful vision and mission statement that will drive the school to build a culture of achievement. A commitment to Imagine's Shared Values of Integrity, Justice, and Fun and to the priorities of the Six Measures of Excellence provides a pathway to a successful school. These values invite leaders to experience Joy at Work as they serve teachers, students, parents, and other stakeholders.

Outcomes

Systematic methods are established to prioritize goals. All initiatives and conversations are focused around achieving the school's vision and mission. Leaders continually focus on developing a healthy school culture where planning is cohesive, achievement is high, enrollment is strong, parent participation is productive, and stakeholder relations are positive.

Required Tools to Establish School's Vision and Mission

Imagine Schools' vision and mission statement, Charter Agreement, Imagine brochures, Imagine Annual Report (Six Measures of Excellence), Academic Excellence Framework, Joy at Work book

EQUIP

Secure resources to develop a strategic plan with vision and mission priorities.

Imagine leaders equip the leadership team with systems and resources to successfully implement the Academic Excellence Framework. A strong leadership team commits to set measurable goals, creates plans and calendars, analyzes performance constantly, and intervenes to close gaps. There is a rigorous, coordinated plan to improve instructional practice in every classroom.

Outcomes

A strategic plan is developed incorporating SMART (Specific, Measurable, Achievable, Relevant, and Timely) Goals. There is evidence that initiatives are prioritized and strategies are implemented successfully. All members of the school staff work together to achieve the desired results and accomplish its goals.

Required Tools to Equip with Resources

School Excellence Plan templates, data (attendance, discipline, academic, survey results: student, Shared Values, parents), list of current school resources

ENGAGE

Communicate vision and mission continuously.

Imagine leaders communicate frequently and transparently with all stakeholders. A highly collaborative and transparent culture brings greater interdependence, shared responsibility, and mutual accountability. Informed people are more likely to experience Joy at Work. Systems are in place to ensure that people have access to information and are encouraged to be engaged in the process of fulfilling the school's mission and goals. The leadership team models integrity by being committed to transparent and ongoing accountability.

Outcomes

The staff practices high standards and ethics when hiring and retaining people with the skills and passion to do the work. Agendas and discussions at all school meetings promote the school's focus on achieving its vision and mission. Adults understand and model Integrity, Justice and Fun (Joy at Work).

Required Tools to Engage in Effective Communication

Six Measures of Excellence committee templates, weekly meetings forms (agendas and minutes), newsletters and website, leadership team role descriptions, Shared Values Surveys, exit interview form

EVALUATE

Focus on school's attention to its vision, mission, and goals.

Imagine leaders evaluate progress by constantly taking the pulse of the school community. Regular discussions with staff allow each member of the leadership team to provide feedback on what is going well and on areas in which they would like information, support, or change. Stakeholders believe the school is an outstanding place to teach and learn.

Outcomes

Staff feels validated that their decisions and contributions have the power to change school culture. A stable school culture occurs as the school community develops shared values, strong measures of excellence, annual celebrations, and venues to tell their stories that become part of their legacy. Every stakeholder can articulate the vision and mission statement and aligns his or her actions to the vision and mission.

Required Tools to Evaluate the School's Goals

Six Measures Committee meeting minutes, decision-making tools (reporting forms), data (attendance, discipline, academic, survey results: student, Shared Values, parents)

IMAGINE LEADERS COORDINATE THE CULTURE OF HIGH ACHIEVEMENT

ESTABLISH

Promote a culture of high expectations.

Imagine leaders establish a school culture that promotes high expectations for collaborative work and attention to academic growth and achievement. They drive excellence in teaching and learning and build processes to support continuous improvement. They maintain a laser focus on student achievement. Instructional leaders unleash the potential talent that is present throughout their school community to develop the capacity for academic growth and achievement. Effective, instructional leaders have a clear understanding of where their schools need to go to become successful; and they promote, support, challenge, and model for others to get there.

Outcomes

The school demonstrates a collaborative environment in which best practices are replicated and innovation flourishes. School leadership visits classrooms, speaks to parents, and educates board members about the importance of academic rigor and high expectations. Purposeful professional development assists team members to explore critical questions in a productive and professional manner that informs and promotes learning.

Required Tools to Establish High Expectations

Principal competencies, School Excellence Program Review, School Excellence Plan, Academic Excellence Framework, Character Evaluations feedback, Common Core Standards

EQUIP

Use data and differentiated strategies to support student learning.

Imagine leaders focus on student learning and build assessment literacy. Successful principals use formative and summative assessment data to meet the diverse needs of their students. Imagine leaders help staff understand the data and establish priorities using the data effectively. Through team meetings and data chats, leaders coordinate efforts to align goals and strategies based on results.

Outcomes

School staff develops a clear understanding of the formative and summative assessment process. Data is used to inform decisions and instructional practices. There is an understanding of goal setting, progress monitoring, and reflection. Data use becomes more sophisticated over time.

Required Tools to Equip with Data to Support Learning

Assessment calendar, student and school data (attendance, discipline, academic grade book), standardized tests, learning gain reports, data chat forms, data walls, team meetings minutes, leadership agendas

ENGAGE

Improve the quality of teaching to accelerate student academic performance .

Imagine leaders focus on teachers' instructional practice. Leaders facilitate professional growth through job-embedded learning opportunities, coaching, mentoring, and professional development workshops. Meaningful walk-throughs and observations help monitor the consistent implementation of best practices and strategies articulated in the school's strategic plan. Leaders analyze walk-through results to determine instructional needs and plan targeted professional development.

Outcomes

Quality teaching and intervention occur. All students are given time to develop competency. Leaders promote coordination within and across courses, disciplines, and settings. Staff receives continuous and immediate feedback to improve targeted interventions and promote student performance. All staff members are connected to the re-teaching process and are mobilized to share best practices for student achievement.

Required Tools to Engage Teachers in Quality Instruction

Teacher evaluations, observation and feedback forms, observation tracking sheet, professional development calendar, master schedule, Professional Growth Plan

EVALUATE

Reflect to assess whether a culture of high expectations has been created and maintained.

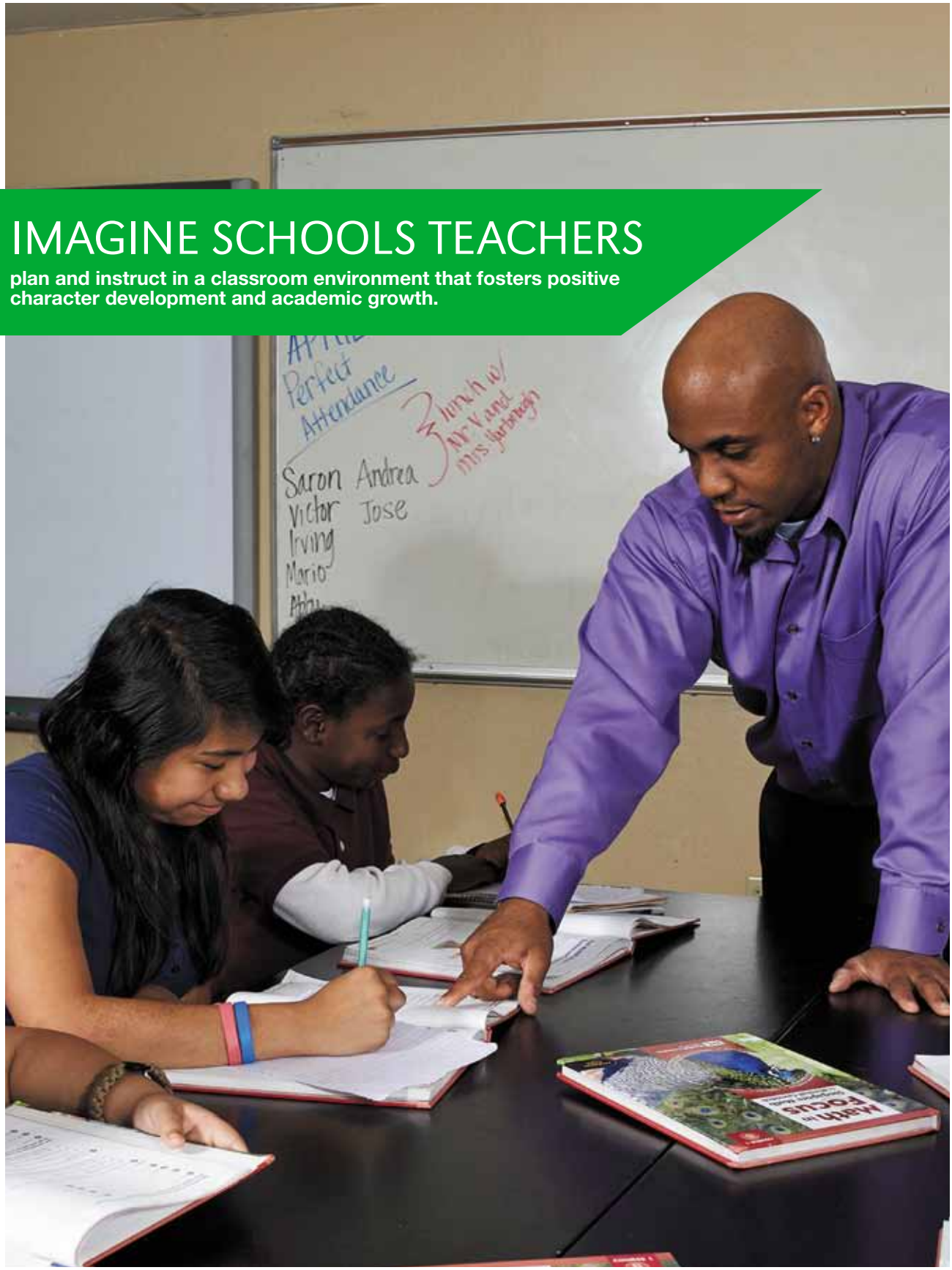
Imagine leaders build a climate of reflection. Quantitative and qualitative data are used to reflect on the life of the school. Active strategies for seeking and spreading effective practices keep lifelong improvement at the center of the school's culture. Reflection, analysis, and accountability are integral parts of the Joy at Work decision-making cycle.

Outcomes

There is evidence of a strong justice-based community. The school leader serves as role model and mentor to staff. The School Excellence Plan is referenced for purposeful planning, incorporating data, and building and maintaining a culture of high expectations. Leaders and teachers gain experience and grow professionally, resulting in greater retention of high performing teachers and leaders.

Required Tools to Evaluate the Culture of High Expectations

Character Evaluation feedback, School Excellence Program Review, survey data, peer coaching log, formative and summative assessment data, formal teacher observations



IMAGINE SCHOOLS TEACHERS

plan and instruct in a classroom environment that fosters positive character development and academic growth.



Teaching demands broad knowledge of subject matter, curriculum, and standards; enthusiasm, a caring attitude, and a love of learning; knowledge of discipline and classroom management techniques; and a desire to make a difference in the lives of young people. The environment among teachers in our schools could be described as "hyper-cooperative." Teachers not only help each other, they share ideas and instructional approaches. Teachers and staff usually know all the students in the school by name and typically know the students' parents and siblings. Study after study shows the single most important factor determining the quality of the education a child receives is the quality of his or her teacher.

PLAN

ESTABLISH

Create a culture of high academic and positive character expectations.

EQUIP

Develop and utilize rigorous research-based curriculum.

ENGAGE

Model and practice justice through differentiated instruction.

EVALUATE

Examine the effectiveness of instructional resources, materials, and tools.

INSTRUCT

ESTABLISH

Ensure fidelity of the school's strategic plan and goals.

EQUIP

Maximize instructional time through classroom management and habit-building routines.

ENGAGE

Deliver purposeful instruction using research-based best practices resulting in student mastery.

EVALUATE

Reflect collaboratively on instructional effectiveness through data analysis.

IMAGINE TEACHERS PLAN INSTRUCTION

ESTABLISH

Create a collaborative culture of high academic expectations and positive character expectations.

Imagine teachers see possibility and presume competence for all students. Teachers assist students in understanding their role as scholars and their place within the community. They shape student mindsets to be growth oriented and reinforce the correlation between actions and resulting accomplishments. They help students understand the commitment to hard work necessary to be a student of purpose and virtue. Teachers empower students to collaborate with their peers and invite them to experience the joy of taking responsibility for their education.

Outcomes

Teachers use questioning to encourage students to be thinkers and productive members of the community. Time is allocated to teach students about applying and tracking effort and progress towards personal and collaborative goals. Teachers note and communicate specific areas of growth, providing feedback using quantitative and qualitative data as evidence. Students exemplify characteristics of scholars and people of character.

Required Tools to Establish High Academic and Positive Character Expectations

Behavior and academic tracking logs, rubrics, Bloom's Learning Domains (Bloom's Taxonomy), lesson plans

EQUIP

Develop and utilize rigorous research-based curriculum through collaboration.

Imagine teachers develop and utilize research-based tools to ensure the curriculum is standards-driven, cohesive, and organized. Teachers unpack the standards and engage in collaborative planning within their grade levels and across grades to create a consistent curriculum map centered on rigorous content. They make informed decisions to acquire the best tools and resources for each student. Teachers plan learning experiences that lead to comprehensive student understanding.

Outcomes

Teachers participate in weekly collaborative planning sessions with grade-level teams to create a curriculum map and unpack standards. They develop pacing guides, research and allocate appropriately rigorous materials, and organize tools for ongoing assessment and progress monitoring.

Required Tools to Equip with Rigorous Curriculum

Imagine Schools Curriculum Guide, pacing guides, research-based core programs, Common Core Standards, team minutes, professional development calendar, textbook evaluation tool

ENGAGE

Model and practice justice through differentiated instruction.

Imagine teachers model and practice justice. Through intentional lesson planning and functional learning environments, teachers seek to improve learning as efficiently, effectively, and equitably as possible for ALL students, including those with differing abilities. Teachers employ strategies for differentiation within whole-group, small-group, and independent settings. They vary the content and their instructional process to challenge every student.

Outcomes

Teachers unpack standards, map their curriculum, and plan with the end in mind. This becomes the norm. Classrooms are highly student centered with individualized instruction based on teachers' understanding of the shared value of Justice. Teachers have the mind-set to expand on topics to make learning interesting, engaging, and purposeful.

Required Tools to Engage in Differentiated Instruction

Common Core Standards, curriculum maps, pacing guides, model classroom and teacher rubric, formative and summative assessments, assessment calendars, lesson plan template

EVALUATE

Examine the effectiveness of instructional resources, materials, and tools.

Imagine teachers examine ongoing academic and character assessment data frequently. Teachers, parents, and leaders are involved in data analysis in a variety of settings. Teachers design and implement formative and summative assessments to monitor the ongoing progress of their students. They create individual student learning plans and evaluate data to adjust further instruction, re-teach material as needed, and accommodate for mastery of content and concepts.

Outcomes

Individual learning plans and effective data reports are created for optimal accountability. Teachers organize student results at the question level, standard level, individual level, and whole class level. Teachers use a variety of strategies for intervention, including small groups and pullout/push-in interventions.

Required Tools to Evaluate the Effectiveness of Resources

Behavior and academic tracking logs, self-reflection tools, Student Success Plans, data reports, Advanced Reading Challenge participation log, teacher evaluations, Character Evaluation feedback, Imagine Survey data, Response to Intervention Progress Charts, Gap Analysis Tool

TEACHERS INSTRUCT FOR STUDENT GROWTH

ESTABLISH

Ensure fidelity of the School Excellence Plan and goals.

Imagine teachers know and understand the specific components of the school's strategic plan and goals. They commit to adhere to prioritized initiatives and implement agreed upon instructional tools, resources, and evaluative practices. They align their practice to the school's instructional vision and mission so that students receive rigorous instruction, reach their highest potential, and experience success both individually and as a community.

Outcomes

Teachers demonstrate knowledge of schoolwide strategic goals and intentionally implement effective instructional strategies. Their instruction and classroom practices foster a culture of high expectations, high achievement, and virtuous character both within their classroom and throughout the school.

Required Tools to Establish Fidelity of the School's Plan

School Excellence Plan, vision and mission statement, previous year's survey results, pre-planning calendar, leadership meeting agendas, School Excellence Program Review, team minutes, Character Development plan, New Teacher Webinars, master calendar

EQUIP

Maximize instructional time through classroom management and habit-building routines.

Imagine teachers facilitate justice by creating a supportive learning environment. Teachers build habits of excellence through established routines that operate consistently across the school and in every classroom. These routines continually convey to students that both learning and character are important and every minute provides an opportunity for growth. Habit-building routines focus on attributes directly connected to the integration of performance, character, and academics.

Outcomes

Teachers model, reinforce, and convey expectations for habit-building routines. Teachers regularly meet with students to set goals and model reflective thinking. Teachers monitor and reinforce students' peer collaboration, sharing classroom responsibilities, and critiquing others' work.

Required Tools to Equip with Habit-building Routines

Classroom rules, School Code of Conduct, conferencing logs, lesson plans, rubrics, Homework Audit Tool

ENGAGE

Deliver purposeful instruction using research-based best practices resulting in student mastery.

I*magine teachers establish purpose*, employ research-based strategies, scaffold instruction, and provide ample opportunity to clarify understanding through productive group work. They structure purposeful instructional strategies and activities that result in high student engagement that are grounded in higher order thinking, problem solving, and real world connections for all students.

Outcomes

Teachers create engaging and integrated units that will appropriately challenge students. They create inquiry-based projects and problems that respect students' interests, abilities, and learning styles. They evaluate the effectiveness of models of instruction, develop interventions, and teach skills necessary to enable students' independence and mastery.

Required Tools to Engage in Purposeful Instruction

Lesson and unit plans, curriculum maps, Imagine Schools Curriculum Guide, professional development calendar, walk-through feedback forms

EVALUATE

Reflect collaboratively on instructional effectiveness through data analysis.

Imagine teachers examine ongoing assessment data. They systematically conduct analyses of student achievement and mastery, including progress made toward predetermined achievement and character goals for each student. Teachers access professional development to ensure functional knowledge of content, pedagogy, and resources. Teachers participate in professional learning communities, collaborating with their colleagues to employ justice for all students.

Outcomes

Teachers are proficient at evaluating short and longitudinal student data. They participate in a continual process of reflecting, seeking feedback, and re-teaching with direct focus on targeted areas. They pursue professional development to support student mastery and ongoing personal growth tied to predetermined goals.

Required Tools to Evaluate Effective Instruction

Teacher evaluations, data reports, Response to Intervention Reports, data chat agendas and minutes, data walls, Learning Gains report

IMAGINE SCHOOLS STUDENTS

acquire and own their learning efforts to achieve positive character development and academic growth.





Students are expected to work hard, to grow to the limits of their capabilities, and then exceed them. Students are also expected to behave in ways that reflect integrity and justice. Independent learners take full responsibility for their own learning. Our learners are curious about the world around them and examine multiple solutions to make intelligent deductions. Independent learners strive for measurable progress and chart their accomplishments and failures. Our students persist to understand concepts and welcome feedback from those teaching them. They are self-motivated for personal achievement and take responsibility for their learning outcomes.

ACQUIRE

ESTABLISH

Embrace a culture of high academic and character expectations.

EQUIP

Develop academic and character habits to increase learning opportunities.

ENGAGE

Apply critical thinking and problem-solving strategies.

EVALUATE

Become an independent, self-directed learner.

OWN

ESTABLISH

Create personalized learning plan with self-directed goals that ensure each students is capable of success.

EQUIP

Internalize information and learning structures for clarity and comprehension.

ENGAGE

Demonstrate pursuit of excellence through the feedback process.

EVALUATE

Reflect with others on personal academic and character growth.

IMAGINE STUDENTS ACQUIRE THEIR EDUCATION

ESTABLISH

Embrace a culture of high academic and character expectations.

Imagine students develop a growth mindset regarding academic achievement. They commit to the diligent efforts necessary to be outstanding persons of purpose and virtue. Students are taught to understand and apply the Shared Values of Integrity, Justice, and Fun to their school experience.

Outcomes

Students collaborate, value, and validate each other's academic and character-building experiences. Students assume responsibility for their education in developmentally appropriate ways.

Required Tools to Establish High Academic and Character Expectations

Vision and mission statements, previous year's Character Survey results, Student Success Plan goals

EQUIP

Develop academic and character habits to increase learning opportunities.

Imagine students internalize habits and learn routines that allow them to optimize learning experiences. Students build habits of excellence through meticulously executed routines that operate consistently inside and outside of school. These routines continually convey to students that learning is important and every minute provides opportunities for growth. Character habits such as perseverance, tenacity, grit, and diligence are displayed when students participate in routines effectively.

Outcomes

Classroom procedures set expectations during academic activities. Classroom procedures direct transition times and routines. Students understand and practice habits that maximize learning productivity within and beyond the school walls.

Required Tools to Equip with Academic and Character Habits

Student contracts, Student Success Plan, communication folder (homework/agenda books) rubrics for routines

ENGAGE

Apply critical thinking and problem-solving strategies.

Imagine students generate and test hypotheses through experimental inquiry, problem solving, systematic analysis, and investigation. Students engage in critical thinking, including analysis and evaluation, to deepen their understanding.

Outcomes

Students are actively involved in the learning process through collaborative discussions, higher-order thinking, decision making, and investigations with new approaches.

Required Tools to Engage in Critical Thinking and Problem Solving

Graphic organizers and frames, Imagine Schools Curriculum Guide

EVALUATE

Become an independent, self-directed learner.

Imagine students connect prior knowledge with present learning. Students routinely revisit and consider the "bigger picture" of what they are learning. Critical thinking is the vehicle by which students find solutions for questions, problems, challenges, and experiments. By successfully employing study skills and habits, students become increasingly curious and discover how to be self-starters.

Outcomes

Students reflect on their actions and behaviors. They develop the habits of a learner and a person of character. Students understand the direct impact of effort on achievement. They refine goals based on assessment, evaluation and reflection.

Required Tools to Evaluate Student Self-directedness

Student reflection forms and journals, Self-assessment sheet, Peer assessment sheet, tracking logs, data reports, Imagine Survey results, student portfolios

IMAGINE STUDENTS OWN THEIR EDUCATION

ESTABLISH

Create personalized learning plan with self-directed goals that ensure each student is capable of success.

Imagine students personalize data to understand their strengths and weaknesses and push themselves to the limits of their abilities. Students take ownership of their learning plan and independently practice until they reach their goals. By setting and tracking their goals, students develop a growth mindset about their abilities. Justice requires students to become active stewards of their education. Schools allocate time to teach students about applying and tracking effort.

Outcomes

In cooperation with teachers, students develop moral and performance character goals that directly impact academic success. Students set academic goals in each subject area related to mastery of specific content and skill objectives. Students exhibit justice by becoming active stewards of their education through applying and tracking effort. Students are intrinsically motivated to improve their academic efforts and achievements.

Required Tools to Establish Personalized Learning Plans

Student Success Plan Goal page, previous year's report card, Moral and Performance Character Standards

EQUIP

Internalize information and learning structures for clarity and comprehension.

Imagine students use information and learning structures to make abstract concepts clear. Students have access to graphic organizers and other tools to help them understand, organize, and recall important concepts or content. Students are given ample opportunities to internalize knowledge through close reading, engaging in the writing process, and practicing for mastery.

Outcomes

Students employ learning tools as they do their work. Students internalize knowledge through comprehending text, engaging in the writing process, and studying and mastering content. Resources such as anchor charts are used as reminders of essential learning processes. Students are equipped to contribute to rich discussions guided by specific structures to maximize learning.

Required Tools to Equip with Learning Structures

Anchor charts, journals, collaborative structures, graphic organizers, discussion frames, word walls

ENGAGE

Demonstrate pursuit of excellence through the feedback process.

Imagine students engage in the process of supportive group critique. Guided by norms of respect and care, students function as an ethical learning community where they not only pursue their own best work but also strive to bring out each other's best work. Analyzing transparent data on student progress and providing feedback to students is an effective way to achieve accountability in learning and character development.

Outcomes

During formative assessment, students give and receive feedback that is corrective, timely, and focused on criteria. Criterion-referenced feedback is structured through use of rubrics that describe the levels of performance expected for a particular concept, process, or skill. Students are involved in the creation of rubrics and feedback criteria.

Required Tools to Engage in Effective Feedback

Feedback frames and anchor charts, rubrics, procedure charts, Listening and Speaking Standards, data chat forms

EVALUATE

Reflect with others on personal academic and character growth.

Imagine students build confidence and ownership through clear communication of student data and progress on goals. Student performance and progress is visible, accessible, and clear. Students can create test analysis charts with three sections: "my strengths, "quick review," and "further study." Students review their work over time, reflecting on their growth and setting goals for future learning. Students share these reflections with others who can provide continual insight into progress.

Outcomes

Regular data chats occur and include student tracking and self-reflection to assess progress in academics as well as moral and performance character. Students frequently communicate and reflect on these goals with parents and peers. Their intelligence, knowledge, and performance grow with practice and reflection.

Required Tools to Evaluate Academic and Character Growth

Portfolio forms, data reports, Character Evaluation feedback, report cards, student tracking logs, Self-assessment sheet, Peer assessment sheet

IMAGINE SCHOOLS PARENTS

choose to partner with us to create a culture of positive character development and academic growth.





Parents choose Imagine Schools to find a better environment for their child's education. They seek personalized education that will build upon their child's strengths and address any areas of weakness. While "family involvement" often is a series of activities or events, our parents are invited to join us as partners in planning, organizing and creating rich, rewarding experiences that lead to a school culture of positive character and academic growth. All partners have the attitude that if we work together our children will succeed.

PARTNER

ESTABLISH

Contribute to a respectful, transparent school culture that reinforces high expectations.

EQUIP

Access information about the school's goals.

ENGAGE

Partner collaboratively to produce positive educational and social outcomes for children and youth.

EVALUATE

Collaborate with school staff to ensure the success of the school.

CHOOSE

ESTABLISH

Choose a school with innovative academic and character programs operating in a safe and orderly environment.

EQUIP

Support student success through intervention, enrichment, and individualized instruction.

ENGAGE

Celebrate student accomplishments and noteworthy efforts in academics and character development.

EVALUATE

Reflect on child growth and academic achievement.

IMAGINE PARENTS PARTNER WITH THEIR CHILD'S SCHOOL

ESTABLISH

Contribute to a respectful, transparent school culture that reinforces high expectations.

Imagine parents and guardians promote high Common Core Standards through support and involvement in their child's school. Parents/ guardians who become involved in their child's school positively impact the school climate. The fully engaged parent is a collaborator, a communicator, and an active listener.

Outcomes

Parents and guardians understand, articulate, and support the school's vision and mission. Student test scores and grades advance, attendance rates are appropriate, positive student behavior is evident, and homework completion rate is high.

Required Tools to Establish High Expectations

Academic Excellence Framework, parent workshop agendas and sign-in sheets, Student Success Plans, parent conference logs, volunteer application packet

EQUIP

Access information about the school's goals to be well informed

Imagine parent and guardian partnerships are leveraged through effective school-to-home and home-to-school communications about student progress. Parents/ guardians regularly access school information through print or online newsletters. Parents'/ guardians' partnership is enhanced when the school provides frequent, clear, and substantive information.

Outcomes

Parents/guardians are well informed and knowledgeable about their child's progress and about the school's educational program. They attend school programs focused on enhancing home academic support. They engage in meaningful, respectful conversations with teachers and school leaders.

Required Tools to Equip with Information

School website, school newsletter, Imagine and school brochure, parent workshop agendas, communication folder (homework/agenda books), parent handbook, progress reports, parents conference logs

ENGAGE

Partner collaboratively to produce positive educational and social outcomes for children and youth.

Imagine parents and guardians partner in the process of continual school evaluation and improvement. School partnerships recognize the importance and potential influence of all members who work with and invest in the education of the children—whose future, in turn, will affect the quality of life in the entire community. Parent partnerships open up more possibilities than typical family involvement activities.

Outcomes

Information from parental survey data and observation are incorporated into the school's strategic plan. Parent planners and organizers create rich, rewarding experiences that produce a wider set of activities performed by a larger set of partners.

Required Tools to Engage a Collaborative Partnership

School Excellence Plan, Student Success Plan, goal-setting forms, Imagine Family Surveys, volunteer logs, Parent Teacher Organization agendas, minutes and announcements, home learning expectations

EVALUATE

Collaborate with school staff to ensure the success of the school.

Imagine parent and guardian partnerships assume mutual responsibility and mutual respect. All partners share in the responsibilities and celebrate outcomes based on the work they do together to enhance the academic and social growth of students. Effective parent partnership activities are meaningful to all parties and are connected to broader school improvement goals.

Outcomes

The work of parent/guardian volunteers is aligned to the goals of the school. Activities in which parents/guardians spend time are incorporated into the school's strategic plan.

Required Tools to Evaluate the Success of the School

Imagine Family Surveys, School Excellence Plan (parent section), parent needs assessment, volunteer log, parent activity sign-in sheets

IMAGINE PARENTS CHOOSE THEIR CHILD'S SCHOOL

ESTABLISH

Choose a school with innovative academic and character programs operating in a safe and orderly environment.

Imagine parents and guardians share the school's academic and character mission and goals. Parents/ guardians learn about the unique programs and activities offered by the school, which emphasize how character development positively impacts students' academic responsibility and success. They support a school where children are encouraged to develop their identity and are respected for their growing independence.

Outcomes

Parents/ guardians actively support the innovative academic and character programs. They reinforce learning and character formation at home. Through guidance and reminders, they help students organize their time and support their desires to learn new things inside and outside of school.

Required Tools to Establish Innovative Programs

School Excellence Plan (parent interviews), Character Development Program, Imagine and school flyers, newsletters and brochures

EQUIP

Support student success through intervention, enrichment, and individualized instruction.

Imagine parents and guardians furnish their child's teacher with critical information to meet his or her needs. Parents/ guardians are informed about Student Success Plans, which provide opportunities for parents to reinforce, practice, and enrich what students learn at school. Parents are equipped with age-appropriate ways to help their child connect his or her school learning to everyday life and world events.

Outcomes

Parents/ guardians are connected to their child's progress and give input that is valued in making appropriate educational decisions to enhance their child's academic achievement.

Required Tools to Equip with Student Support Systems

Response to Intervention Forms, Student Success Plan forms, home learning logs, behavior contracts and logs, parent conference logs

ENGAGE

Celebrate student accomplishments and noteworthy efforts in academics and character development.

Imagine parents and guardians recognize their child's accomplishments and join the school in celebrating the child's efforts and achievements in academics, character development, leadership, and service. Fully engaged parents/ guardians recognize that effective parenting occurs in collaboration with the school's ongoing academic and character programs.

Outcomes

Parents/ guardians have consistently high expectations of the child's academic attainment and satisfaction with their child's education at school. They become advocates for their child's academic and moral growth by encouraging special talents, affirming consistent effort, and informing family and friends about their child's successes.

Required Tools to Engage in Celebrations

Awards ceremony invitations, attendance logs, certificates, data walls, student achievement bulletin boards

EVALUATE

Reflect on their child's growth and academic achievement.

Imagine parents and guardians build an appreciation of their child's interests, strengths, and challenges by understanding and reflecting on the way he or she learns. Student performance and progress is visible and accessible to parents/ guardians. School staff achieves accountability in learning and builds family ownership by involving them as vital educational partners.

Outcomes

Parents/ guardians support the instructional team that collaborates to identify problems, develop interventions, and evaluate the effectiveness of the intervention in a multi-tiered system of delivery.

Required Tools to Evaluate Student Growth

School calendar, conference forms, Student Success Plans, parent conference logs, attendance logs, progress reports, progress monitoring assessments, standardized test parent report, data walls



IMAGINE SCHOOLS GOVERNING BOARDS

inform and advise stakeholders to ensure a culture of positive character development and academic growth is evident.



Governing board members understand and support Imagine's Shared Values and are knowledgeable about the school's work to improve student achievement. They evaluate school data, programs, and services to ensure that annual progress is being made, achievement gaps are closing, and the community and authorizer are kept informed about the school's accomplishments.

INFORM

ESTABLISH

Develop, in concert with school leadership, a clear vision of student achievement as the highest priority.

EQUIP

Use school reports to monitor progress and allocate resources.

ENGAGE

Communicate using common language, common processes, and common outcomes.

EVALUATE

Focus on results, analysis, continuous improvement, and creating value.

ADVISE

ESTABLISH

Maintain a welcoming, transparent culture that invites stakeholders to become authentic partners.

EQUIP

Collaborate with school leadership to develop and monitor goals and priorities known by all stakeholders.

ENGAGE

Work in partnership with school leadership to monitor the school improvement process.

EVALUATE

Assess performance and pose relevant questions to ensure that appropriate annual progress is being made.

IMAGINE SCHOOLS GOVERNING BOARDS INFORM OTHERS ABOUT IMAGINE SCHOOLS

ESTABLISH

Develop, in concert with school leadership, a clear vision of student achievement as the highest priority.

Imagine board members understand and validate the importance of Imagine's Shared Values by supporting a strong, positive culture of character and achievement. In doing so, board members support goals and policies, allocate resources, and ensure accountability for all aspects of student achievement.

Outcomes

The board is a key part of the culture of student academic growth through understanding policies and allocating resources that align to the school's educational program.

Required Tools to Establish High Expectations

Academic Excellence Framework, charter application, School Excellence Plan, board policy binders, annual budget, board meeting agenda and minutes

EQUIP

Use school reports to monitor progress and allocate resources.

Imagine board members use reports to monitor academic achievement and ensure fidelity to the mission of the school. Recognizing that not all benefits from learning can be measured by standardized testing, the board confirms that the school establishes and evaluates specific goals and outcomes aligned directly with the school mission.

Outcomes

The board requests appropriate reports and documentation from the school to track progress in achieving school goals.

Required Tools to Equip with Progress Monitoring

School Excellence Plan, charter application, standardized test reports, state assessment reports, progress monitoring reports, Imagine Survey results

ENGAGE

Communicate using common language, common processes, and common outcomes.

Imagine board members communicate effectively and knowledgeably with stakeholders. The board shares the vision for student learning and articulates the beliefs about students and their education that serve as the foundation for the goals of the school and the direction for school improvement.

Outcomes

The board learns the common language of academic achievement and is able to effectively communicate with parents, authorizers, and the community about student progress, issues, and activities.

Required Tools to Engage in Effective Communication

Vision and mission statement, School Excellence Plan

EVALUATE

Focus on results, analysis, continuous improvement, and creating value.

Imagine Board members focus on results. Through visible evidence of monitoring and support, the board demonstrates its critical role in supporting student achievement. Board members are able to provide advice to school leaders for effective implementation of the school's mission and strategic plan.

Outcomes

The school's vision and goals are clearly articulated on board agendas and in board minutes. The school reports academic and character outcomes to the board on a regular basis. Data and analysis are openly discussed during board meetings.

Required Tools to Evaluate Continuous Improvement

Board agenda template, monthly principal report, data reports, School Excellence Program Review, School Excellence Plan, Imagine Survey results

IMAGINE SCHOOLS GOVERNING BOARDS ADVISE STAKEHOLDERS TO ENSURE ACADEMIC PROGRESS

ESTABLISH

Maintain a welcoming, transparent culture that invites stakeholders to become authentic partners.

Imagine Board members are entrusted by the public to develop policies, plans, and goals that are supported by the families of the school, the community, and the authorizer. In this capacity, all stakeholders feel welcomed and recognized as valued members of the learning community. Board members work in collaboration with school leadership, including Imagine leadership, resulting in strong, successful partnerships to serve the school and the students.

Outcomes

Students, parents, and community members regularly report that they are considered vital members of the learning community and of the Imagine family. They are personally acknowledged with greetings and conversations that exceed their expectations. They understand and demonstrate the Imagine Shared Values, including integrity. They are knowledgeable about the school's work to improve student achievement.

Required Tools to Establish a Welcoming Culture

Board meeting attendance reports and announcements, Imagine and school publications

EQUIP

Collaborate with school leadership to develop and monitor goals and priorities known by all stakeholders.

Imagine board members develop and monitor goals and priorities in collaboration with school leadership and other stakeholders based upon academic, character, and behavior data. Three elements constitute the foundation for academic improvement: clear measurable goals, intensive teamwork, and regular collection and analysis of performance data. These elements are addressed and monitored during all board meetings.

Outcomes

Goals are developed and known by all stakeholders. Data is visible throughout the school and is consistently shared during board meetings.

Required Tools to Equip for Developing Goals

School Excellence Plan goals, Character Development goals, classroom/schoolwide behavior management plans

ENGAGE

Work in partnership with school leadership to monitor the school improvement process.

Imagine Board members are active participants in the school improvement process. In collaboration with school leadership, the board oversees a strategic planning process to include teachers, parents, and students. This process ensures that all students are achieving at high levels and supports the school's mission, goals, and priorities with a measurable action plan and within the parameters of economic sustainability.

Outcomes

Board members participate in the school's strategic planning process. They work with school leadership to create conditions and direct resources for accelerating improvement, strive for high expectations for all students, communicate needs and progress of the student body to the community and authorizer, and build the community's understanding that all students will succeed with no exceptions.

Required Tools to Engage in the Improvement Process

School Excellence Plan, strategic planning templates, assessment calendars, focus calendars

EVALUATE

Assess performance and pose relevant questions to ensure that appropriate annual progress is being made.

Imagine board members monitor school data, services, and programs to ensure that annual progress is being made, achievement gaps are closing, and the community and authorizer are kept informed about student progress.

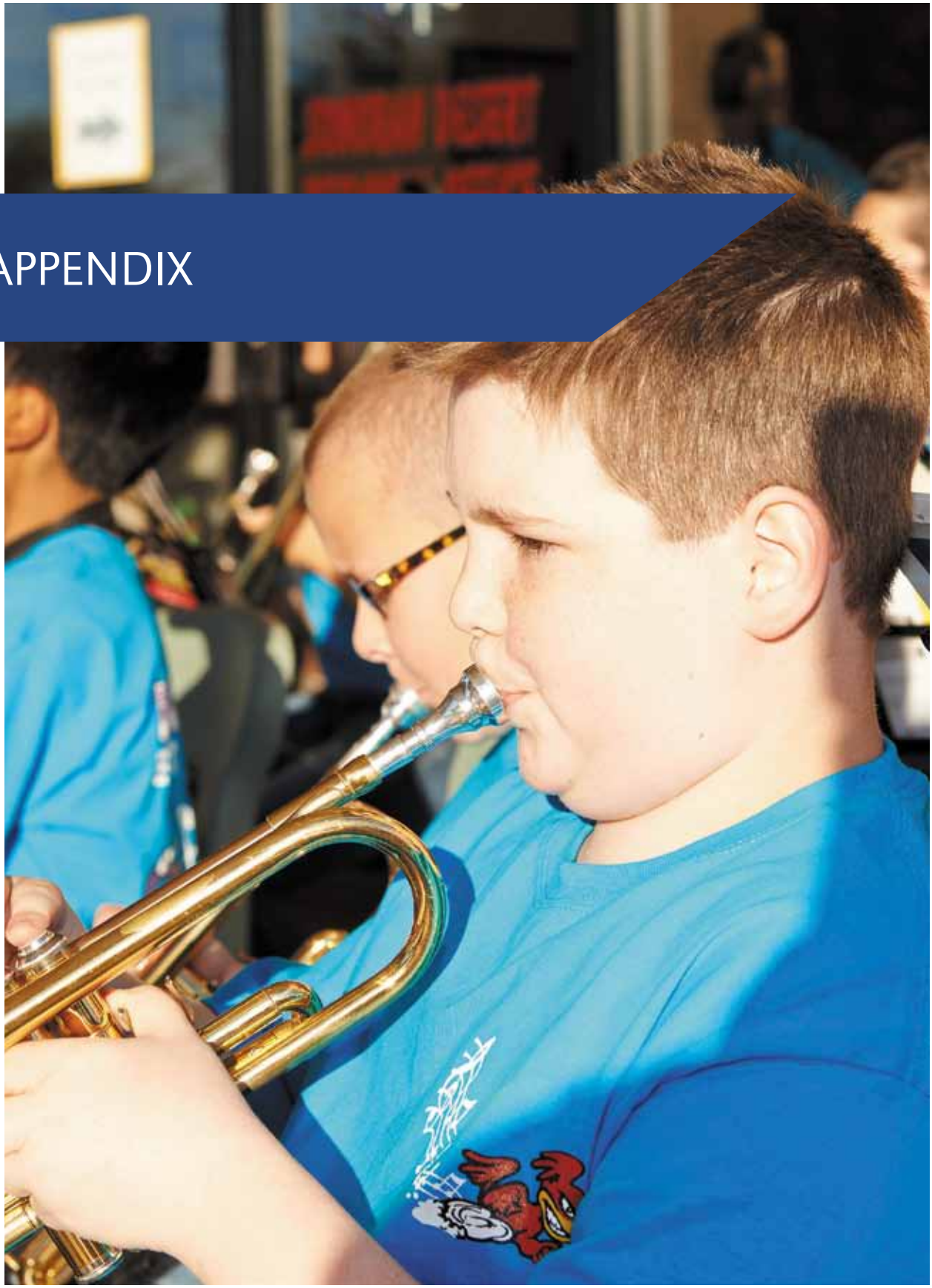
Outcomes

Board members articulate the performance of student subgroups and describe overall strategies to improve academic progress. Board members take their academic support role seriously, requiring regular reports relating to academic progress, attendance, positive character development, behavioral issues, and other evidence to ensure that annual student progress is being made.

Required Tools to Evaluate Progress

School Excellence Plan, School Excellence Program Review, progress monitoring data, trend reports

APPENDIX



TOOLS FOR LEADERS

GUIDE

- ✔ Imagine Schools vision and mission statement
- ✔ Charter agreement
- ✔ School Excellence Plan
- ✔ Imagine brochures
- ✔ Imagine Annual Report (Six Measures of Excellence)
- ✔ Academic Excellence Framework
- ✔ Joy at Work book
- ✔ School Excellence Plan templates
- ✔ List of current school resources
- ✔ Six Measures of Excellence committee templates
- ✔ Weekly meetings forms
- ✔ (agenda and minutes templates)
- ✔ Newsletters and website
- ✔ Leadership team role descriptions
- ✔ Shared Values Surveys
- ✔ Exit interviews form
- ✔ Decision-making tools (reporting forms)
- ✔ Data (attendance, discipline, academic, survey results: student, Shared Values, parents)

Additional Tools

- ☐ Leadership Capacity Tool
- ☐ Teachers Sense of Efficacy Scale

COORDINATE

- ✔ Principal competencies
- ✔ Common Core Standards
- ✔ School Excellence Plan Program Review
- ✔ School Excellence Plan
- ✔ Academic Excellence Framework
- ✔ Character Evaluations feedback
- ✔ Assessment calendar
- ✔ Student and school data (attendance, discipline, academic grade book)
- ✔ Standardized test and Learning Gain reports
- ✔ Data chats forms
- ✔ Student Success Plan forms
- ✔ Data walls
- ✔ Team meetings minutes
- ✔ Leadership agenda
- ✔ Teacher evaluations
- ✔ Observation and feedback forms
- ✔ Observation tracking sheet
- ✔ Professional development calendar
- ✔ Master schedule
- ✔ Peer coaching log
- ✔ Formative and summative assessment results
- ✔ Professional Growth Plan

Additional Tools

- ☐ Staff Retention Tool
- ☐ Teacher Efficacy Survey
- ☐ Reflection journals
- ☐ Peer coaching debriefing form
- ☐ Gap Analysis Tool
- ☐ Discipline Audit

TOOLS FOR TEACHERS

PLAN

- ✔ Behavior and academic tracking logs
- ✔ Rubrics
- ✔ Lesson plans
- ✔ Bloom's Learning Domains (Bloom's Taxonomy)
- ✔ Imagine Schools Curriculum Guide
- ✔ Pacing guides
- ✔ Researched-based core programs
- ✔ Common Core Standards
- ✔ Team minutes
- ✔ Professional development calendar
- ✔ Textbook evaluation tool
- ✔ Curriculum maps
- ✔ Model classroom and teacher rubric
- ✔ Formative and summative assessments
- ✔ Assessment calendars
- ✔ Lesson planning template
- ✔ Self-reflection tools
- ✔ Student Success Plans
- ✔ Data reports
- ✔ Advanced Reading Challenge
- ✔ Participation log
- ✔ Teacher evaluations
- ✔ Character Evaluations feedback
- ✔ Imagine Survey data
- ✔ Response to Intervention progress charts
- ✔ Gap Analysis Tool

Additional Tools

- ☐ Digging Deeper Curriculum
- ☐ Summer math challenge
- ☐ Academic competitions
- ☐ Rubrics
- ☐ Effective feedback frames
- ☐ Anchor charts
- ☐ Effective feedback tools

INSTRUCT

- ✔ School Excellence Plan
- ✔ Imagine Schools vision and mission statements
- ✔ Previous year's survey results
- ✔ Pre-planning calendar
- ✔ Leadership meeting agendas
- ✔ School Excellence Program Review
- ✔ Team minutes
- ✔ Character Development plan
- ✔ New Teacher Webinars
- ✔ Master calendar
- ✔ Classroom rules
- ✔ School Code of Conduct
- ✔ Conferencing logs
- ✔ Lesson plans
- ✔ Unit plans
- ✔ Curriculum maps
- ✔ Imagine Schools Curriculum Guide
- ✔ Professional development calendar
- ✔ Walk-through feedback forms
- ✔ Rubrics
- ✔ Teacher evaluations
- ✔ Data reports
- ✔ Learning Gains report
- ✔ Response to Intervention reports
- ✔ Data chat agendas and minutes
- ✔ Data walls

Additional Tools

- ☐ Collaborative structures
- ☐ Homework audit tool
- ☐ Brain-compatible strategies chart
- ☐ Student participation rubrics
- ☐ Accountable Talk Rubric
- ☐ Video analysis tool
- ☐ Listening and speaking rubrics

✔ Required Tools ☐ Additional Tools

TOOLS FOR STUDENTS

ACQUIRE

- ✔ Imagine Schools vision and mission statements
- ✔ Previous year's Character Survey
- ✔ Student Success Plan goals
- ✔ Student contracts
- ✔ Student Success Plan
- ✔ Communication folder (homework/agenda books)
- ✔ Rubrics for routines
- ✔ Graphic organizers and frames
- ✔ Imagine Schools Curriculum Guide
- ✔ Student reflection forms and journal
- ✔ Self-assessment sheet
- ✔ Tracking logs
- ✔ Data reports
- ✔ Imagine Survey results
- ✔ Student portfolios

Additional Tools

- ☐ Drafting and revising tools
- ☐ Group critique forms
- ☐ Peer review of character reflections form
- ☐ Effective conflict resolution strategies outlines
- ☐ Inquiry sentence frames
- ☐ Guided writing frames
- ☐ Problem solving posters
- ☐ Student Focus Groups
- ☐ Grit Scale Action Research Tool
- ☐ Student Self-efficacy Tool
- ☐ Student Reflection forms
- ☐ Portfolio Evaluation forms
- ☐ Peer Assessment Sheet
- ☐ Digging Deeper Curriculum (Teamwork & Trust Unit)

OWN

- ✔ Previous year's report card
- ✔ Moral and Performance Character Standards
- ✔ Collaborative structures
- ✔ Graphic organizers
- ✔ Discussion Frames
- ✔ Word walls
- ✔ Rubrics
- ✔ Procedure charts
- ✔ Feedback frames and anchor charts
- ✔ Portfolio forms
- ✔ Data reports
- ✔ Character Evaluations feedback
- ✔ Report cards
- ✔ Data chat forms
- ✔ Student tracking logs
- ✔ Self-assessment sheet
- ✔ Peer Assessment sheet

Additional Tools

- ☐ Accountable Talk Rubric
- ☐ Video analysis tool
- ☐ Listening and speaking rubrics
- ☐ Record of data chats
- ☐ Performance character rubric
- ☐ Student goal forms
- ☐ Conferencing forms
- ☐ Character report card
- ☐ Reciprocal teaching tools
- ☐ Summary and question frames

✔ Required Tools ☐ Additional Tools

TOOLS FOR PARENTS

PARTNER

- ✔ Academic Excellence Framework
- ✔ Parent workshops agendas and sign-in sheets
- ✔ Volunteer application packet
- ✔ Volunteer log
- ✔ Student Success Plans
- ✔ Environmental checklist
- ✔ Parent conference logs
- ✔ School website
- ✔ School newsletter
- ✔ Imagine and school brochure
- ✔ Parent workshop agendas
- ✔ Communication folder (homework/agenda books)
- ✔ Parent handbook
- ✔ Progress reports
- ✔ School Excellence Plan
- ✔ Student Success Plan
- ✔ Goal setting forms
- ✔ Imagine Family Surveys
- ✔ Volunteer logs
- ✔ Parent Teacher Organization agendas, minutes and announcements
- ✔ Home learning expectations
- ✔ School Excellence Plan (parent sections)
- ✔ Parent needs assessment
- ✔ Parent activity sign-in sheets

Additional Tools

- ☐ Welcoming tools
- ☐ Class newsletters and blogs

CHOOSE

- ✔ Character Development Program
- ✔ School Excellence Program Review (parent interviews)
- ✔ Imagine and school flyers, newsletters and brochures
- ✔ Student Success Plan forms
- ✔ Response to Intervention forms
- ✔ Home learning logs
- ✔ Behavior contracts and logs
- ✔ Parent conference logs
- ✔ Standardized test parent report
- ✔ Awards ceremony invitations
- ✔ Attendance logs
- ✔ Certificates
- ✔ Data walls
- ✔ Student achievement bulletin boards
- ✔ School calendar
- ✔ Progress reports
- ✔ Progress monitoring reports
- ✔ Imagine surveys
- ✔ Imagine Schools vision and mission statements
- ✔ School Excellence Plan

Additional Tools

- ☐ Home learning commitment

TOOLS FOR GOVERNING BOARDS

INFORM

- ✔ Academic Excellence Framework
- ✔ Charter application
- ✔ School Excellence Plan
- ✔ Board policy binders
- ✔ Annual budget
- ✔ Board meeting agenda and minutes
- ✔ Board meeting templates
- ✔ Standardized test reports
- ✔ State assessment reports
- ✔ Progress monitoring reports
- ✔ Imagine Survey results
- ✔ Imagine Schools vision and mission statements
- ✔ Monthly principal reports
- ✔ Workshop modules for board members on academic topics
- ✔ Data reports, national call data template
- ✔ School Excellence Program Review

Additional Tools

- ☐ Accountable Talk Rubric

ADVISE

- ✔ Board meeting attendance reports and announcements
- ✔ Imagine and school publications
- ✔ School Excellence Plan goals
- ✔ Character development goals
- ✔ Classroom and schoolwide behavior management plans
- ✔ School Excellence Plan
- ✔ Strategic planning templates
- ✔ Professional development calendar
- ✔ Assessment calendar
- ✔ Focus calendar
- ✔ Progress monitoring data
- ✔ Trend reports
- ✔ School Excellence Program Review

Additional Tools

- ☐ Welcoming tools



Developing Character

Enriching Minds

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